



Montana
Office of Public Instruction
 Denise Juneau, State Superintendent

Options Monitoring tool for _____

Name of School

_____ Date

Option Program Coordinator _____

Program Overview			
Number of students in program		20 % of students portfolios viewed for monitoring	
Total Credits needed to graduate		Maximum deficient credits allowed upon entering program	
Program	1 st Semester	2 nd Semester	Other
Where is instruction received?			
Credit recovery modes			
School passage rate			

	Changes within the program were submitted to OPI in a timely fashion		
1	Student Guidelines	Acceptable	Comments
	Age cohort		
	Enrollment at semester		
	Roster in on time		
	Credit deficiency		
	Out of district or Home school transfer		
	Academic Ability 8 th gr. Reading		
	Disabilities		
	Contract in place		
	Signature of Parent		
	OPI version (other)		
	School district expectations		
	Post HiSET test activities		Examples:
	Voluntary		
	Career Pathway / Transition plan		
	MCIS		

	Previous interventions		
2	Student access to Counseling		
	Records maintained for Option		
	Training		
	MCIC portfolio management		
3	Curriculum		
	Full time attendance		
	Credit expectations		
	HS level materials		
	Workforce Dev. or college		
4	School Resources		
	Certified instructor		
	Best Practices - student centered instruction		
	Stu/teacher ratio		
	Adequate materials		
	Staff Development		
	Off Campus stipulations		
5	Graduate with diploma		
	Walk with the group		
	Higher passing score?		
8	Test Center issues		
	Waiver + Practice tests		
	Test Center contact initiated		
9	Program closure recommended		
10	Financial support		
	Other		